

**COMMUNITY CHALLENGE GRANT PROGRAM  
APPLICATION RATING RUBRIC**

SCORED SECTION	Missing (0)	Inadequate (1)	Weak Adequate (2)	Very Good Adequate (3)	Outstanding Adequate (4)
Applicant Capability	Required criteria for Applicant Capability were not addressed	Most of the criteria are not fully addressed or complete. The elements that are addressed are vague and limited in description. Applicant history, resources, and services are limited. Vague description in the ability to access and address service needs of specific target population. Includes an incomplete description of current OFP Project and/or subcontract capability, if applicable. Administrative and fiscal experience is not evident.	Some of the criteria are addressed and complete, however, those elements are not clearly described. Applicant history, resources, and services are stated but not clearly described. Limited description in the ability to access and address service needs of specific target populations. Includes a description of OFP Project and/or subcontract, if applicable. Limited administrative and fiscal capacity and experience.	Nearly all or all criteria are complete and comprehensively addressed. Applicant history, resources, and services are defined and well described. Good knowledge and description regarding access and service needs of specific target populations. Includes clear description of OFP Project and/or subcontract, if applicable. Presents strong administrative and fiscal ability and experience to implement the project.	All criteria are complete, in every respect and thoroughly address all applicable criteria. Applicant history, resources, and services are clearly defined, described in detail and demonstrated. Outstanding knowledge, ability to address access and service needs of specific target populations. Includes a complete description of OFP Project and/or subcontract, if applicable. Demonstrates superior administrative and fiscal ability and experience to implement the project.

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Community Needs Assessment	<p>Required criteria for a Community Needs Assessment were not addressed.</p>	<p>Most of the criteria are not fully addressed or complete. The elements that are addressed are vague and limited in description. Table G is provided; however, summary of the assessment may be vague, missing, or incomplete. Needs assessment does not fully address prevalence or specific need related to high teen births in community. Vague or incomplete description of target population; conditions that put them in high risk; current services in the community of the target population. Vague description of need and justification of approach. Identification of gaps, resources, assets and obstacles are stated but not addressed. Rationale for the project and resources are provided but incomplete. Gaps and Obstacles are not identified or addressed. Community attitudes, beliefs are limited in description. If applicable, vague justification of need for project due to high teen birth rates other than census tract data.</p>	<p>Some of the criteria are addressed and complete, however, those elements are not clearly described. Table G is provided and summary is addressed. Most of the criteria may be addressed or described. Needs assessment addresses prevalence of high teen births in community. Some description of target population; conditions that are put them in high risk; current services in the community of the target population. Identification of gaps, resources, assets, and obstacles are not clearly or completely addressed. Rationale for the project and resources are provided but are incomplete. Description of need approach is adequate. Some Gaps and Obstacles are identified or addressed. Community attitudes, beliefs are not fully described. Basis for the need and resources for the project are given limited attention. Some obstacles identified or addressed. If applicable, justification of need for project due to high teen birth rates addressed other than census tract data.</p>	<p>Nearly all or all criteria are complete and comprehensively addressed. Addresses nearly all criteria. Table G is provided and summary is described. Needs assessment addresses prevalence of high teen births in community. Clear description of target population; conditions that put them in high risk; current services in the community of the target population. Identification of gaps, resources, assets and obstacles are mostly or completely addressed. Rationale for the project and resources are provided. Description of need and justification is addressed and described. Some Gaps and Obstacles are identified or fully addressed. Community attitudes, beliefs are fully described. The basis for the need and resources for the project are clearly described, the rationale and need for project are presented well. Community resources and obstacles are addressed. Justification of need for project due to high teen birth rates addressed other than census tract data.</p>	<p>All criteria are complete, in every respect and thoroughly address all applicable criteria. Table G is provided along with a thorough summary in detail. Well-developed assessment fully describes prevalence of high teen births in community. Fully defined, clear and complete description of the target population; conditions that are put them in high risk; current services in the community of the target population. Identification of gaps, resources, assets and obstacles are complete and clearly addressed. Rationale for the project and resources are provided and complete. Community attitudes, beliefs are fully described. Basis for the need and resources for the project are given high attention. Need for the project is strongly demonstrated. Community resources and obstacles are thoroughly explored. If applicable, fully addresses and describes need for project due to high teen birth rates addressed other than census data.</p>

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Community Collaboration	Required <i>Project Collaborative Roster Form</i> (Attachment 8) is missing; required criteria for an Informal Collaborative (Table E) or Formal Collaborative (Table F) is not addressed.	Required completed Project <i>Collaborative Roster Form</i> (Attachment 8) is included but <b>incomplete</b> . The narrative to address the community commitment from Family PACT, AFLP/ASPPP providers, CBOs, schools, etc. to assist with implementation in order to attain project outcomes is incomplete and/or not described. The narrative addresses a few of the requirements for an Informal Collaborative (Table E) or Formal Collaborative (Table F), and/or does not describe how they are met.	Required completed Project <i>Collaborative Roster Form</i> (Attachment 8) is included. The narrative to address the community commitment from Family PACT, AFLP/ASPPP providers, CBOs, schools, etc. to assist with implementation in order to attain project outcomes is addressed. The narrative generally addresses several of the requirements for Informal Collaborative (Table E) or Formal Collaborative (Table F); however the requirements are not clearly described.	Required completed <i>Project Collaborative Roster Form</i> (Attachment 8) is included. The narrative to address the community commitment to assist with implementation is fully described. Proposal demonstrates strong ability for community involvement, from Family PACT and/or AFLP/ASPPP providers, CBOs, schools, etc. in order to attain project outcomes. The narrative describes how it meets all of the requirements as an Informal Collaborative (Table E) or Formal Collaborative (Table F).	Required completed Project <i>Collaborative Roster Form</i> (Attachment 8) is included. The narrative to address the community commitment to assist with implementation is fully described in detail. Proposal demonstrates outstanding community support and involvement from Family PACT and/or AFLP/ASPPP providers, CBOs, schools, etc. in order to attain project outcomes. The narrative completely and thoroughly describes how it meets all of the requirements as an Informal Collaborative (Table E) or Formal Collaborative (Table F).
Clinical Service Linkage	If applicable, required criteria for Clinical Linkage were not addressed. If applicable, clinical services linkage objective in the Workplan is missing.	Most of the criteria are not fully addressed or complete. The elements that are addressed are vague and limited in description. Family PACT Provider not included in the development of the application, no description of referral linkages between CCG and Family PACT Provider. Letter of commitment from Family PACT provider included. If applicable, Clinical Services Linkage objective in the Workplan is included; however the annual minimum required % to receive services is not included. Key activities and timeframe are not included.	Some of the criteria are addressed and complete, however, those elements are not clearly described. Family PACT Provider may not be included or their participation is limited in the development of application. Letter of commitment from Family PACT provider included. Addresses some elements of a referral linkage system between CCG and Family PACT Provider. If applicable, Clinical Services Linkage Objective in the Workplan is included. The number of teens to receive services is included, but the required minimum is missing. Key activities and timeframe are generally addressed.	Nearly all or all criteria are complete and comprehensively addressed. Family PACT Provider involved in the development of application, letter of commitment from Family PACT provider included. Includes a description of nearly all aspects of a referral linkage system between CCG and Family PACT Provider. If applicable, Clinical Services Linkage Objective in the Workplan is included. The required annual minimum number of teens to receive services is included and the key activities to reach this number is fully described.	All criteria are complete, in every respect and thoroughly address all applicable criteria. Family PACT Provider involved in the development of application, letter of commitment from a Family PACT provider, comprehensive description of referral linkages between CCG and Family PACT Provider. If applicable, Clinical Services Linkage Objective in the Workplan is included. The required annual minimum number of teens to receive services is included. There is a complete and thorough detailed description of the key activities and timeframe to reach this number.

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Project Description	Required criteria for Project Description were not addressed.	<p>Most of the criteria are not fully addressed or complete. The justification and evidence of an implementation plan is described in a limited manner. Purpose and overall approach, goals, strategies, and activities are stated however are not appropriate and/or are vague for selected target populations. The narrative does not show evidence of support by research for the proposed strategy. Target population and services are vaguely described. Youth/teen support and participation in the application is weak and not fully addressed. The proposed curriculum is described, but there is no research-based evidence of a clear connection of its appropriateness to project goals and/or target population. The Curriculum Checklist (Attachment 10) is missing or incomplete.</p> <p>The target annual minimum number of youth or teens for the Prevention Education Strategy is missing or lower than is recommended in Table C guidelines for the requested level of funding. The explanation for the minimum number is missing or incomplete, including the following factors: the population is geographically hard to reach; a specific staff/youth ratio is needed; staff need additional training to effectively implement curriculum or activities; population requires unique resources/expenses.</p>	<p>Some of the criteria are addressed or complete. However, the justification and evidence of an implementation plan and its relationship to the target population(s) is barely adequate and demonstrated. Purpose and overall approach, goals, strategies, and activities are somewhat appropriate for selected target population(s) however not fully justified. The narrative addresses some evidence of support by research for the proposed strategy. Target population and services are generally described. Youth/teen support and participation in the application is present but not fully addressed. The proposed curriculum is identified however, the narrative does not demonstrate evidence-based research to support appropriateness/effectiveness in meeting project goals and/or target population(s). The Curriculum Checklist (Attachment 10) is completed.</p> <p>The target annual minimum number of youth or teens for the Prevention Education Strategy is identified, per Table C guidelines. However, the explanation for the minimum or lower number does not fully justify the number, including the following factors: the population is geographically hard to reach; a specific staff/youth ratio is needed; staff need additional training to effectively implement curriculum or activities; population requires unique resources/expenses.</p>	<p>Nearly all or all criteria are complete and comprehensively addressed. Project description presents a realistic and feasible plan for justifying and implementing the proposed project objectives and strategies with target population. Purpose and overall approach, goals, strategies, and activities are appropriate for selected target population(s) and supported by research. Target population and services are well described. Youth/teen support and participation in the application is recognized and fully addressed. The proposed curriculum is identified and narrative shows evidence-based research to support appropriateness and effectiveness in meeting project goals and target population(s). The Curriculum Checklist (Attachment 10) is completed and meets most of the criteria.</p> <p>The target annual minimum number of youth or teens for the Prevention Education Strategy is identified, per Table C guidelines. The minimum number is higher than Table C; or if the number is lower, the explanation for the number is fully addressed, including the following factors: the population is geographically hard to reach; a unique staff/youth ratio is needed; staff need additional training to effectively implement curriculum or activities; population requires unique resources/expenses.</p>	<p>All the criteria are addressed clearly with an exceptionally coherent and complete plan for implementing project objectives and appropriate strategies that meet the needs of the target population. A general and big picture view of the project is clearly understood. Purpose and overall approach, goals, strategies, and activities are appropriate and supported by research. The benefits that the target population(s) will obtain are clearly stated and realistic. The proposed organization structure is appropriate to scale and design of the project activities. Youth/teen support and participation in the application is specified and demonstrated. The proposed curriculum is clearly identified; evidence-based research is described and is well suited to meet project goals and target population(s). The curriculum is clearly identified and is well suited for the goals and target population. The Curriculum Checklist (Attachment 10) is complete.</p> <p>The target annual minimum number of youth or teens for the Prevention Education Strategy is identified, per Table C guidelines. If the target number is lower than the recommended minimum, the explanation for the number is fully described in detail, including the following factors: the population is geographically hard to reach; a unique staff/youth ratio is needed; staff need additional training to effectively implement curriculum or activities; population requires unique resources/expenses.</p>

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<b>Workplan</b>	Required criteria for Workplan were not addressed.	Most of the criteria are not fully addressed or complete. Workplan does not appear to be feasible, measurable, realistic or appropriate for a teen pregnancy prevention program. Questionable demonstration of basic administrative and fiscal ability and experience to implement the proposed teen pregnancy prevention project. May not fulfill the required number of strategies per funding level and required Prevention Education Strategy. The activities proposed are vague or incomplete and not fully described in each Workplan page and/or may not support the goal and objective(s). The gender, age percentile served, and curriculum are vague and unclear. The tasks may lack or include basic components for successfully implementing each Workplan page. The implementation site(s) for the proposed activities may not be consistent with Collaborative Roster and project description.	Most of the criteria requirements are generally met and addressed. The Workplan appears readable and measurable. Demonstrates basic administrative and fiscal ability and experience to implement the proposed teen pregnancy prevention project. Adequately meets the required number of strategies per funding level and the required Prevention Education Strategy. The activities proposed in each Workplan page are general and may lack key steps in the support of goal and objective(s). The gender, age, percentile served, and curriculum (if applicable) are complete. The tasks generally outlined in the Workplan identify some key components for implementing each Workplan page. The implementation site(s) for the proposed activities are not fully identified and consistent with Collaborative Roster and project description.	The Workplan addresses almost all the criteria completely and meets most of the specifications of a realistic, feasible and measurable Workplan for a teen pregnancy prevention program. Demonstrates administrative and fiscal ability and experience to implement the proposed project. Supports and fulfills the required number of strategies, per funding level and required Prevention Education Strategy. Most of the activities proposed in each Workplan page support the goal and objective(s) clearly and logically. The gender, age, percentile served, and curriculum (if applicable) are mostly clear, complete and logical. The tasks outlined in the Workplan identify most key components for successfully implementing each Workplan page. The implementation site(s) for the proposed activities is identified and most or all of the sites are consistent with the Collaborative Roster and project description. Well-suited for achieving nearly all goal and objectives.	All Workplan forms are complete in every respect and thoroughly address all applicable criteria. Completely meets the specifications of a realistic, feasible and measurable Workplan. Demonstrates superior administrative and fiscal ability and experience to implement the proposed teen pregnancy prevention project. Strongly describes and addresses the required number of strategies per funding level and the required Prevention Education Strategy. The activities proposed in each Workplan page support the goal and objectives and are clear and logical. The gender, age, and curriculum (if applicable) are clear, complete, and logical. The tasks outlined in the Workplan identify all the key components for successfully implementing each Workplan objective. The implementation site(s) for the proposed activities are identified and consistent with the Collaborative Roster and project description. Very well-suited for achieving all goals and objectives.

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Evaluation Plan	Required criteria for MIP evaluation criteria were not addressed.	Most of the criteria are not fully addressed or complete. The narrative vaguely describes the experience and capability of the project staff to conduct and implement the evaluation activities. Limited ability to measure outcomes described in RFA. If applicable, vaguely addresses previous local data/findings of statewide outcome and Continuous Program Improvement (CPI) activities that supports the evaluation plan. The evaluation plan narrative is vague or incomplete. The step-by-step process for the three levels of evaluation may be incomplete or include a vague description of the process.	Most of the required statewide and local evaluation criteria are described. The narrative basically describes the experience and capability of the project staff to conduct and implement the evaluation activities. Adequate ability to measure outcomes described in RFA. If applicable, somewhat addresses previous local data/findings of statewide outcome and Continuous Program Improvement (CPI) activities that supports the evaluation plan. The narrative provides basic process on the three levels of evaluation used by the project.	Nearly all or all criteria are complete and comprehensively addressed. The Evaluation Plan fully addresses all required statewide and local evaluation criteria with some specificity. Meets most or all the evaluation requirements with clear understanding. The narrative fully describes the experience and capability of the project staff to conduct and implement the evaluation activities. Good ability and understanding of workplan outcomes. If applicable, addresses and describes previous local data/findings of statewide outcome and Continuous Program Improvement (CPI) activities that support the evaluation plan. The narrative outlines a clear step-by-step process used by the project to select the activities on all three levels of the evaluation.	The Evaluation Plan is complete in every respect and thoroughly addresses all applicable criteria set forth in the RFA. Meets all elements of the statewide and local evaluation requirements with clarity and specificity. The narrative completely describes the experience and capability of the project staff to conduct and implement the evaluation activities. Demonstrates strong ability and understanding of workplan outcomes. If applicable, fully presents and describes previous local data/findings of statewide outcome and Continuous Program Improvement (CPI) activities that support the evaluation plan. The narrative outlines a complete and detailed step-by-step process used by the project to select the activities on all three levels of the evaluation.

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<b>Budget and Budget Justification</b>	A rating of (0) reflects an omission or no response. Budget is not addressed.	Most of the criteria are not fully addressed or complete. There is little explanation for most costs and aspects of the budget indicate expenses that require further clarification but are not addressed in this section. The proposal may use the line items outlined in the sample budget. The budget may contain a few prohibited expenses. The proposal does not or is inconsistent in following the Budget Category instructions for Personnel, Operating Expenses, Subcontracts, Other Costs, and Indirect Costs. The budget justification addresses some of the proposed costs that are included in the proposal.	Most of the criteria for the Budget and Budget Justification are broadly outlined and are somewhat reasonable. Explanation for most costs is provided. Costs appear reasonable and somewhat realistic. The proposal uses some of the line items outlined in the sample budget. The budget may contain some prohibited expenses. The proposal follows the Budget Category instructions for Personnel, Operating Expenses, Subcontracts, Other Costs, and Indirect Costs. The budget justification addresses most of the proposed costs that are included in the proposal.	Nearly all or all criteria are complete and comprehensively addressed. Most of the criteria for the Budget and Budget Justification are generally outlined and appropriate. The budget and justification indicates a relationship to the proposed teen pregnancy prevention program. The proposal uses the line items outlined in the sample budget. The budget contains no more than one prohibited expense. The proposal mostly follows the Budget Category instructions for Personnel, Operating Expenses, Subcontracts, Other Costs, and Indirect Costs. The budget justification addresses almost all the proposed costs that are included in the proposal.	All the costs in the Budget and Budget Justification are clearly delineated, feasible, realistic, and appropriate. The budget and justification indicate a strong and clear relationship to the proposed teen pregnancy prevention program strategies. The proposal uses the line items outlined in the sample budget. The budget contains no prohibited expenses. The proposal follows the Budget Category instructions for Personnel, Operating Expenses, Subcontracts, Other Costs, and Indirect Costs. The budget justification clearly addresses all the proposed costs that are included in the proposal.